

Single Stock Fund

Conversion Process



Objective

Objective: Provide the student with pre-conversion and conversion events, IT requirements, site and OPLOC support and more Lessons learned from previously converted sites.

Standard: The student will have an understanding of critical SSF conversion processes

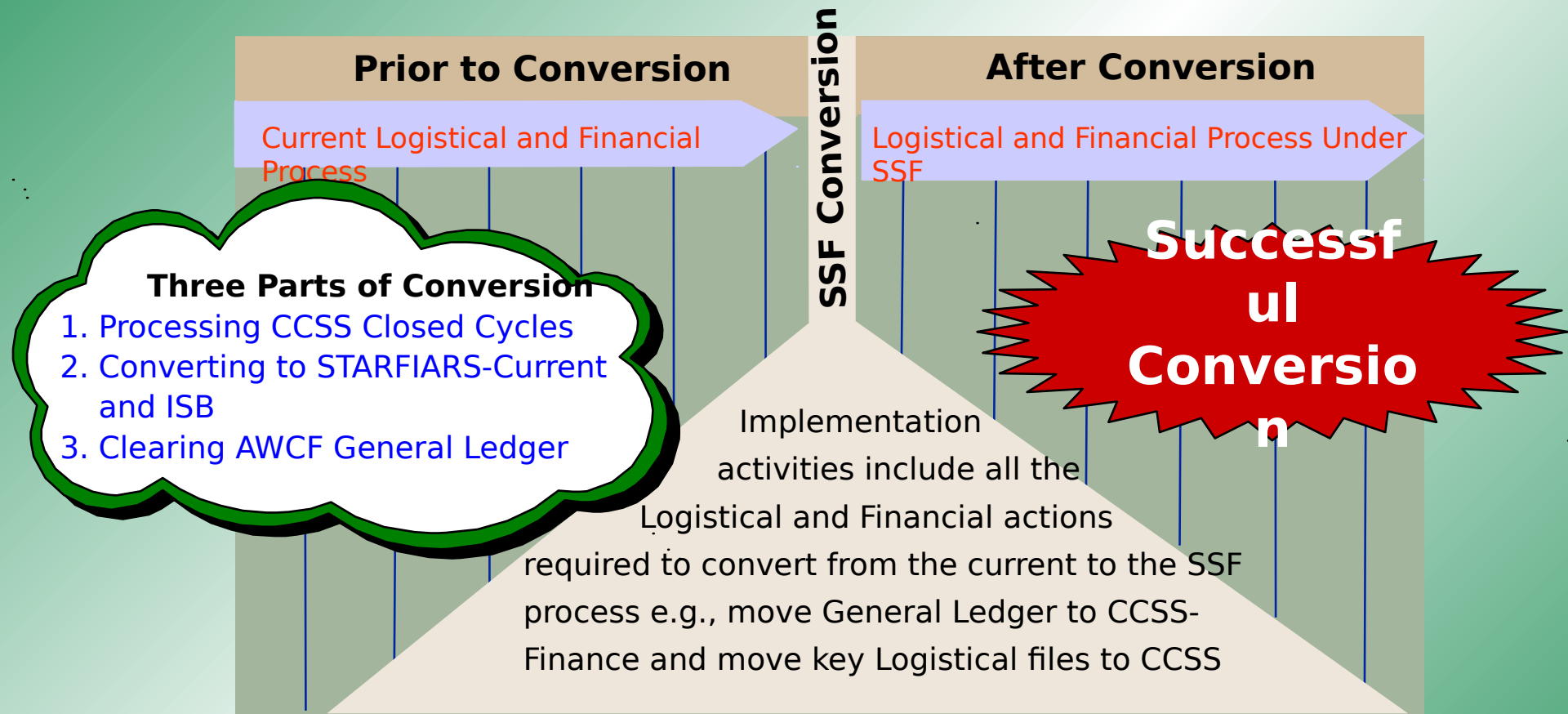
Topics

- **Teams**
- **Conversion Concept**
- **STARFIARS & ISB**
- **Sequence of Events**
 - Pre-conversion
 - Conversion
- **IT Requirements**
- **Site and OPLOC Support**
- **Lessons Learned**

Team Approach

- **Training team provides initial functional and technical training**
- **Conversion team coordinates financial conversions**
- **Implementation team provides MACOM implementation support during a 90-day window**

Conversion Tasks



- **Processing under SSF procedures**
- **General Ledger completely closed**

Milestone 1 & 2 Implementation Training



**Completion
of
Conversion**

Conversion Process Development

Conducted the Demonstration with three sites

Test software and conversion procedures

Review Conversion Plans for changes in assumptions

Conducted Conversion Plan Workshop for pre-conversion steps

Identify software requirements for conversion

Develop Logistical and Financial Conversion Plans

Business Rules and Assumptions

Process-Conversion



**Completely
closed
General
Ledger**

**Produced final
AWCF month-end
and year-end
AWCF reports**

**Submitted appropriate
General Ledger conversion
(manual and automated)
transactions
Produced month-end AWCF
reports**

Conversion

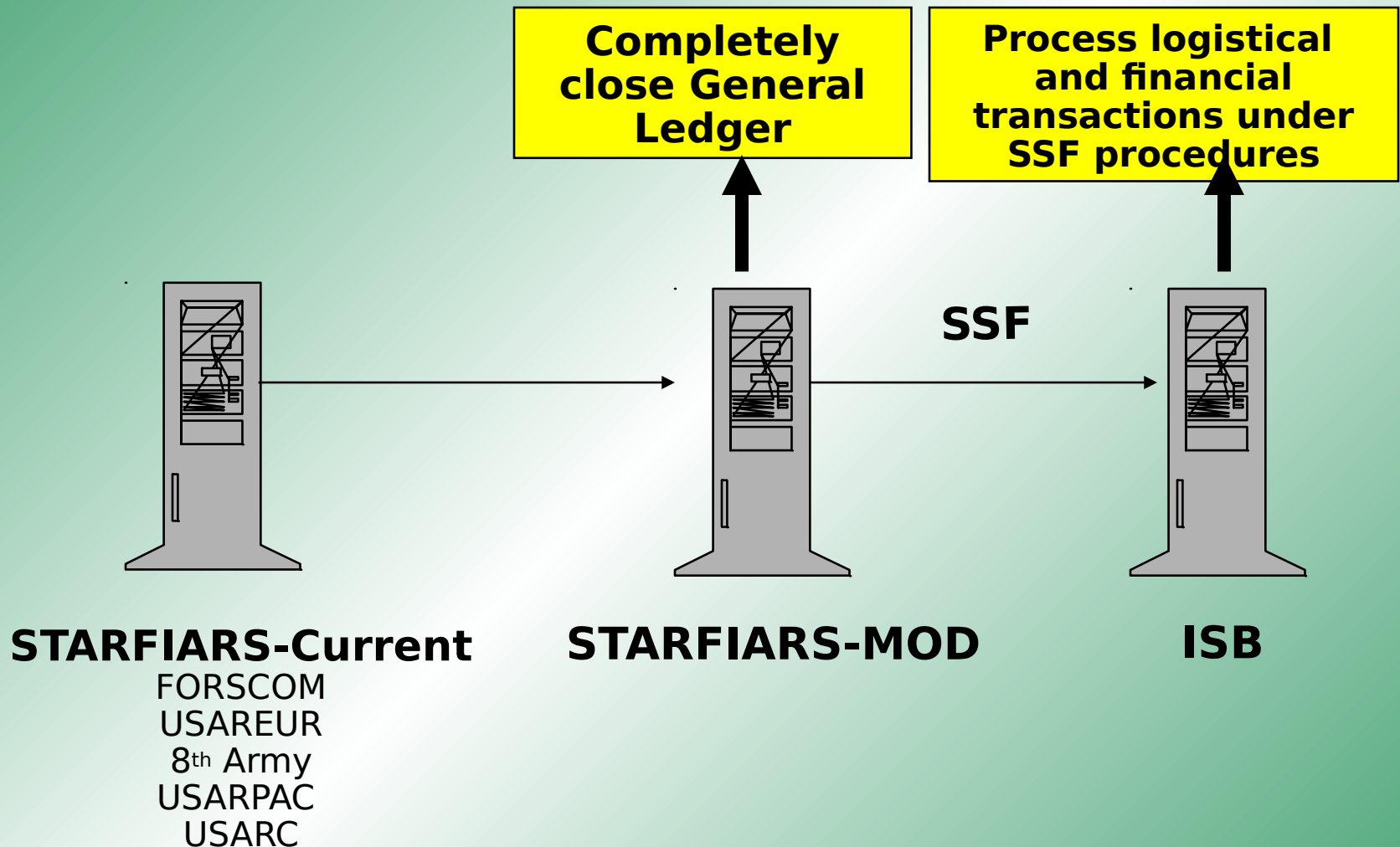
Closed - out SARSS records

**Cleaned supply and financial records in
SARSS/STARFIARS**

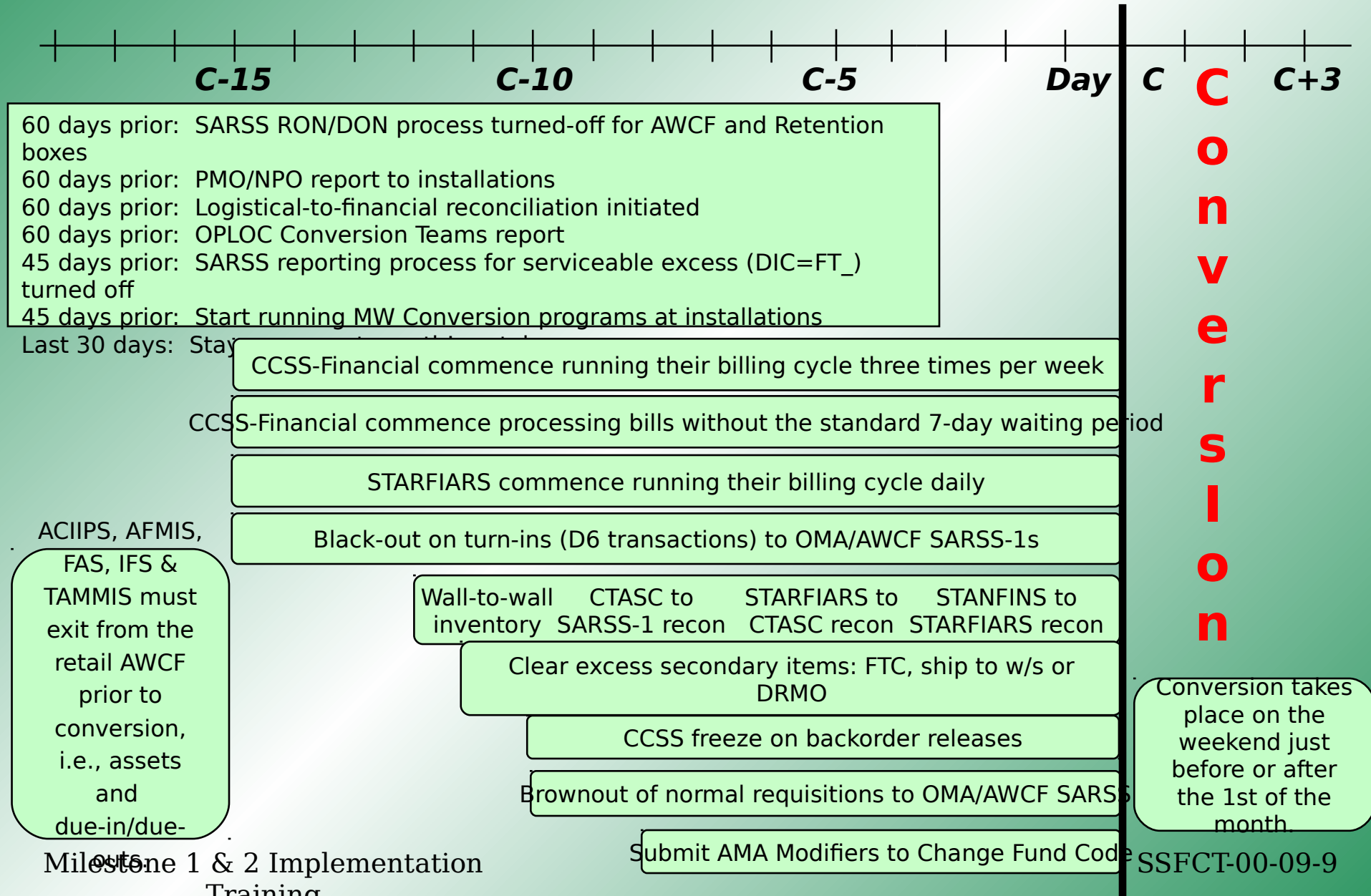
**Process log and
fin transactions
under SSF
procedures**

**Submit
appropriate log
and fin conversion
transactions**

STARFIARS-Current to ISB



Pre-Conversion Timeline



Critical Time Frame

**Day
C-15**

**Day
C-10**

**Day
C-5**

**Day
C**

**Day
C+3**

Black-out on turn-ins (D6 transactions) to OMA/AWCF SARSS-1s

SARSS site

Wall-to-wall CTASC to STARFIARS to STANFINS to
inventory SARSS-1 recon CTASC recon STARFIARS recon

Brown-out of normal requisitions to OMA/AWCF SARSS

Submit AMA Modifiers to Change Fund Code

All turn-ins and requisitions during
black-out and brown-out must process
through MW after conversion

**During the 15-day black out and 10-day brownout,
installations
need to continue processing their F02 and F08 (or F09) to
ensure
receipts, status, etc., continue processing into STARFIARS.**

If the installation
does not follow
these
procedures:

- * Loss of control
over credit

- * SARSS
continues to
generate FTE
(report of
excess) based on
turn-in so when
CCSS tries to
issue, SARSS
generates
refusal

- * Potential
capitalization/tur
n-in of same
item into CCSS

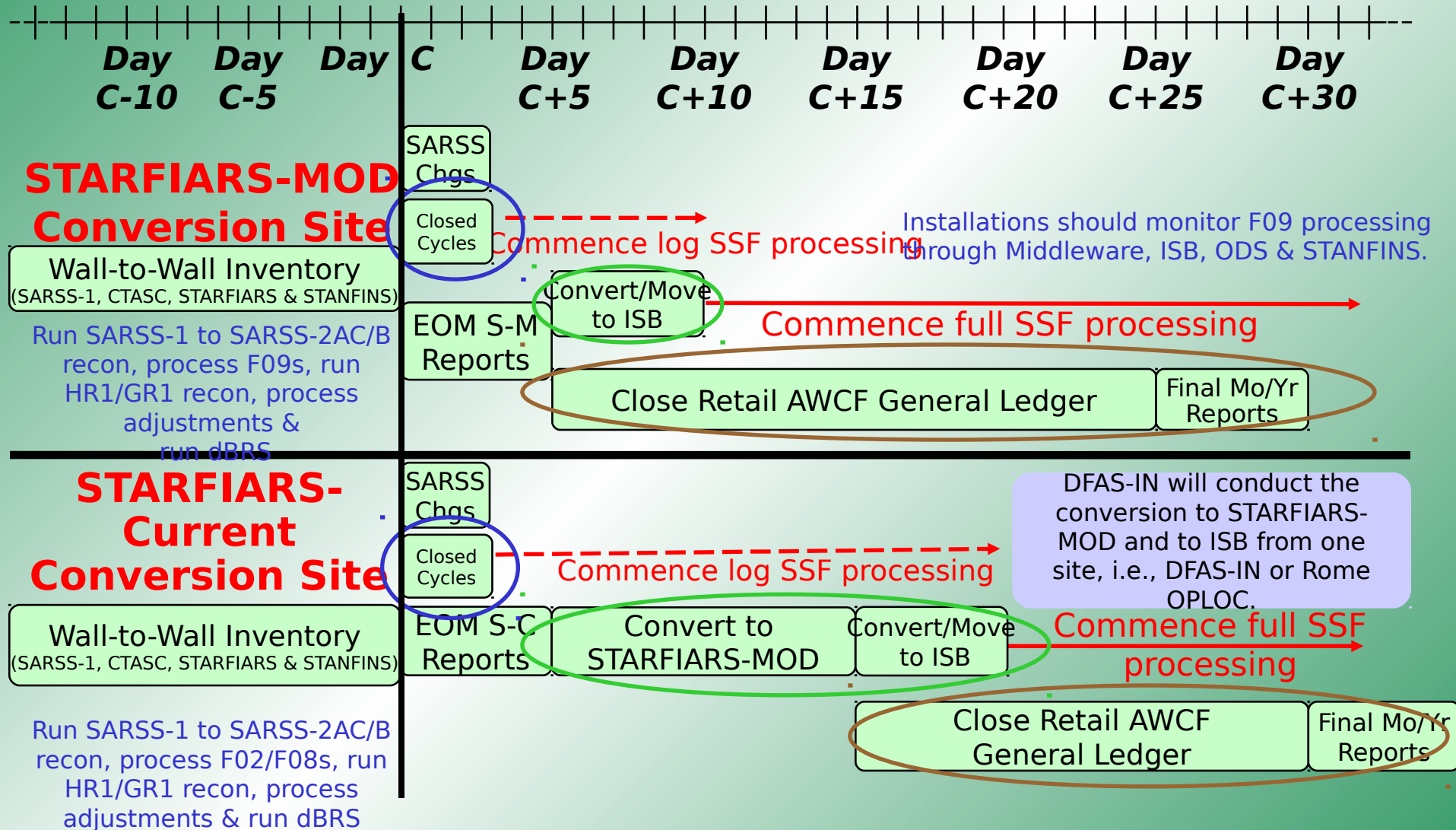
- * Significantly
increased

research time by
installation

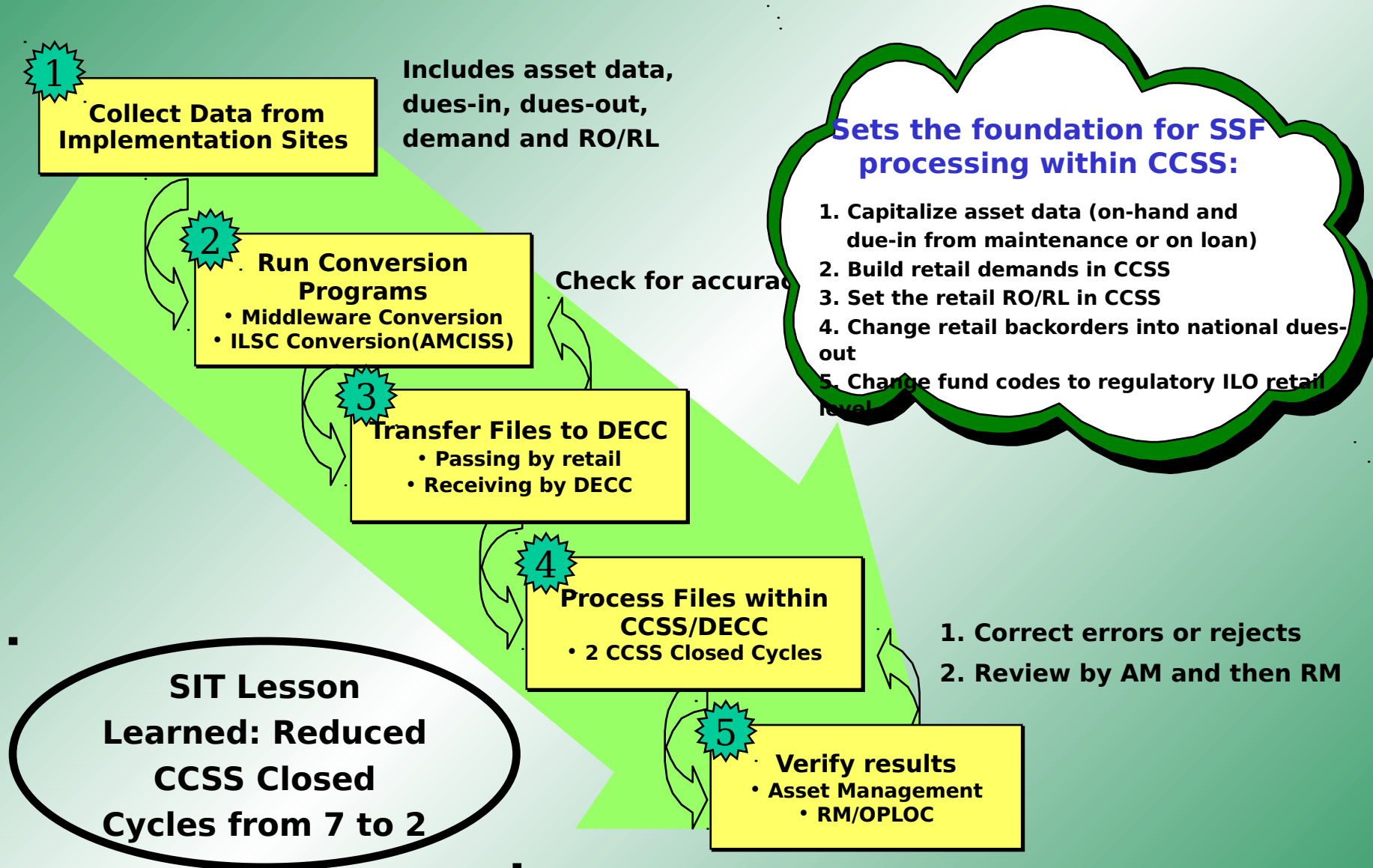
**The
objective of the reconciliation is to bring the SARSS-1,
CTASC and STARFIARS databases in sync.**

Milestone 1 & 2 Implementation
Training

Notional Conversion Timeline



CCSS Closed Cycle Process



Notional MS 1&2 Conversion Timeline

Event	Day	Conversion					
		October	November	December	January	February	March
		Date	Date	Date	Date	Date	Date
Practice collecting files (o/a 45+ days prior)	Fri	17-Aug	14-Sep	12-Oct	16-Nov	14-Dec	18-Jan
Practice collecting files (o/a 20 days prior)	Thur	07-Sep	05-Oct	09-Nov	07-Dec	11-Jan	08-Feb
Last day for turn-ins to OMA/AWCF	Thur	14-Sep	12-Oct	16-Nov	14-Dec	18-Jan	15-Feb
Start black-out of turn-ins	Fri	15-Sep	13-Oct	17-Nov	15-Dec	19-Jan	16-Feb
Post AWCF Inventory	Wed	20-Sep	18-Oct	22-Nov	20-Dec	24-Jan	21-Feb
Last day for normal requisitions	Wed	20-Sep	18-Oct	22-Nov	20-Dec	24-Jan	21-Feb
CCSS/DLA freeze on backorder releases	Wed	20-Sep	18-Oct	22-Nov	20-Dec	24-Jan	21-Feb
Start brown-out of requisitions	Thur	21-Sep	19-Oct	23-Nov	21-Dec	25-Jan	22-Feb
Pull files at COB for 8-day AMAs	Thur	21-Sep	19-Oct	22-Nov	21-Dec	25-Jan	22-Feb
Process AMAs into CCSS	Fri	22-Sep	20-Oct	24-Nov	22-Dec	26-Jan	23-Feb
Last day for AWCF trans-out	Wed	27-Sep	25-Oct	29-Nov	27-Dec	31-Jan	28-Feb
Pull files at COB for closed cycles	Wed	27-Sep	25-Oct	29-Nov	27-Dec	31-Jan	28-Feb
Process CCSS Closed Cycles files	Thur-Fri	28-29 Sep	26-27 Oct	30 Nov-1 Dec	28-29 Dec	1-2 Feb	1-2 Mar
Load SARSS ICP Change Package	Sat-Sun	30 Sep-1 Oct	28-29 Oct	2-3 Dec	30-31 Dec	3-4 Feb	3-4 Mar
Run CCSS Closed Cycles	Sat-Sun	30 Sep-1 Oct	28-29 Oct	2-3 Dec	30-31 Dec	3-4 Feb	3-4 Mar
Full SSF logistical process	Mon	02-Oct	30-Oct	04-Dec	01-Jan	05-Feb	05-Mar

- * **Coordinating end-of-year cycles**
- * **Collecting SARSS data within compressed time frame**
- * **Timely, accurate monitoring of files through closed cycles**

* **Strategy for installation schedule slippage**

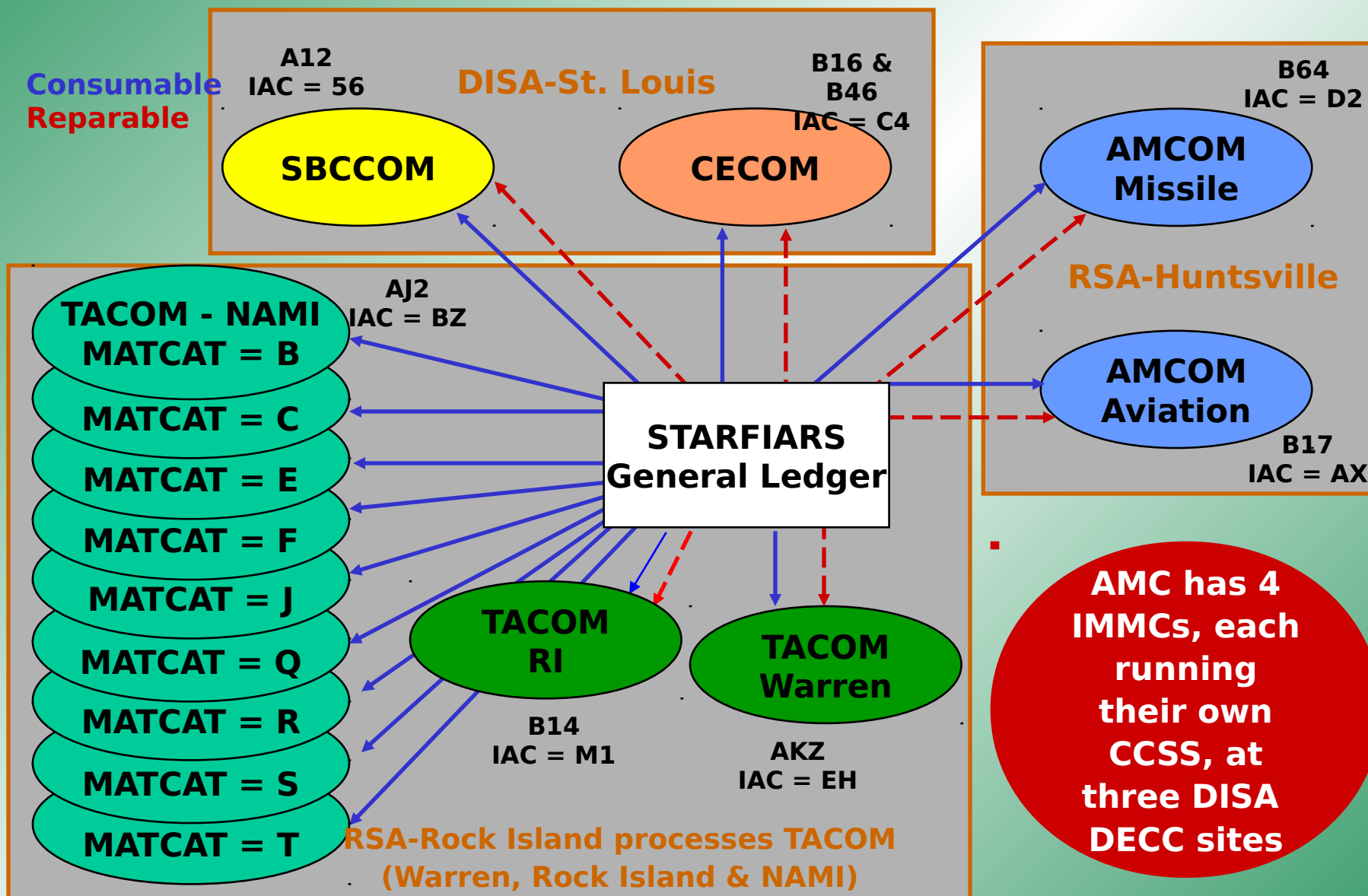
Milestone 1 & 2 Implementation

Training

Specifics by location are outlined in the MS 1 & 2 Implementation Plan available on the SSF web-site

SSFCT-00-09-13

IMMC, AMI/NAMI and DECC



Conversion Actions

IT- Software Architecture

Production Programs

Necessary for normal legacy system logistical and financial production under SSF procedures, i.e., Middleware

Conversion Programs

Data

Gather necessary data, reformat the data and pass to appropriate legacy system

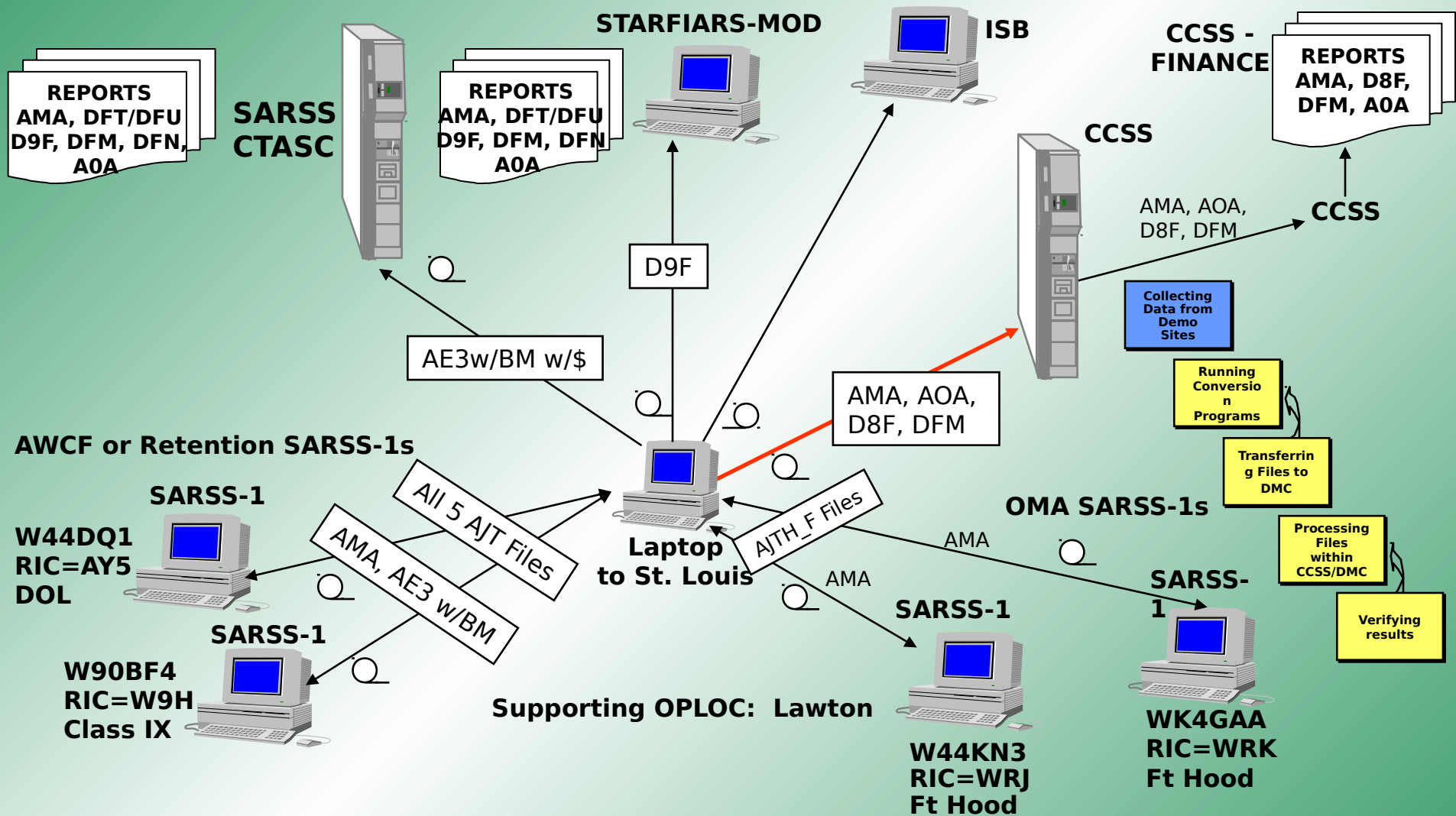


SARSS example: Gather ABF data from SARSS-1, reformats into D8F/D9F transactions and pass to STARFIARS-Current and CCSS, i.e., Middleware Conversion Programs.

File

Restructure files within legacy system to accept conversion data

Sample Collecting Data (Fort Sill)



Conversion Programs run on laptop, tapes/FTP created for each IMMC and provided to CCSS, STARFIARS-MOD and SARSS CTASC. Reports provided to SARSS-1, SARSS CTASC, Conversion Team, CCSS, CCSS-Finance and STARFIARS-MOD.

Conversion Files

Details for 8-days out (To modify Fund Codes)

- **Eight days before conversion, OMA and AWCF SARSS-1 files are drawn in order to change the Fund Code from the retail stock fund Fund Code. The brown-out should occur ten days prior to conversion.**
- **On a designated evening, the installation will collect three files (AJTH1F, AJTH2F and AJTH3F) for each of the affected OMA and AWCF SARSS-1 and FTP these files to the Conversion Team. The next morning appropriate STARFIARS files (AVJE20 for STARFIARS-MOD or AJVX11 for STARFIARS-Current) will also be provided. A record count for each file is necessary.**
- **Before drawing these files, the installation should finish with their trans-out and close-out and then run the SARSS “reorg.” command (may require running “reorg.” several times).**

Conversion Files (cont.)

Details for the CCSS Closed Cycle input

- **On the designated evening the installation would**
 - Draw files (AJTH1F, AJTH2F and AJTH3F) from the AWCF SARSS-1 boxes
 - Draw files (AJTD1F, AJTD2F and AJTL1F) from the AWCF SARSS-1 boxes
 - Draw files (AJRDOHDR, AJRDORCPT, AJRDOISS and ABFCAT) from the supporting CTASC for the AWCF SARSS-1 boxes
- **Before drawing these files, installations should finish with their trans-out and close-out and then run “reorg” command (may require running “reorg.” several times).**

Practice Collecting Files

- **A practice exercise will be run at least twice prior to conversion. Once at least 45 days out and a second time about 20 days out.**
- **On a given evening the installation would**
 - Draw three files (AJTH1F, AJTH2F and AJTH3F) from all the affected OMA & AWCF SARSS-1 boxes
 - Draw three files (AJTD1F, AJTD2F and AJTL1F) from the AWCF SARSS-1 boxes
 - Draw four files (AJRDOHDR, AJRDORCPT, AJRDOISS and ABFCAT) from the servicing CTASC for the AWCF SARSS-1 boxes
 - Draw the appropriate STARFIARS file (AVJE20 for STARFIARS-MOD or AJVX11 for STARFIARS-Current)

Practice Collecting Files (cont.)

- These files would be FTP'd with a record count to the conversion team
- Before drawing these files, the installation should finish with their trans-out and close-out and then run "reorg". (may require running "reorg" several times).
- The conversion team will provide feedback from these practice runs
 - Finance No Match (records which are in SARSS, but STARFIARS for which there are no record of)
 - No Match P5 (primarily a list of stock numbers that do not match the FEDLOG for a given month)
 - Invalid D8F/D9F Report (Includes stock numbers from the SARSS ABF that the BAC.net = 2 has an invalid Project Code or an invalid Stock Number)

- Advantages of Practices**
- **Assists in cleaning-up:**
 - **Aged records**
 - **Supply records**
 - **Finance records**
 - **Assists in reconciliation**
 - **Assists in not passing corrupt files at conversion**

Conversion Notes

- **A Conversion Sequence of Events exists. Study it carefully. Follow the timelines. Develop an installation implementation plan that supports the Conversion Sequence of Events, there are many implied tasks.**
- **Conduct logistical/financial reconciliation, i.e., the SARSS-1, CTASC and STARFIARS must be in agreement**
- **Ensure catalog updates are not loaded until after closed cycles files have been drawn from SARSS**

Conversion Notes (cont.)

- **Ensure stocks on AWCF SARSS-1 boxes are valid for SSF**
 - BAC = 2 (2nd position of MATCAT); BAC = 3, 5 or 9 should be reviewed for possible removal from the AWCF SARSS-1
 - Valid DA approved Project Codes
 - RO and RET levels on the prime stock numbers (not on sub)
 - Ownership/Purpose Codes are valid
 - Master/generic prime NSNs with AAC = W on the AWCF boxes needs to be addressed
- **Ensure all FTRs with status have been processed and cleared through SARSS into the wholesale system prior to conversion**

Conversion Notes (cont.)

- **Clean SARSS-1 records, i.e., process all receipts**
- **Validate DoDAACs and regulatory Fund Codes to ensure congruence between CTASC, MW, CCSS and ISB**
- **Establish, load and communicate changes to routing tables, RIC GEO and FIN RICs resulting from SSF implementation**

Conversion Notes (cont.)

- **Installation and OPLOC check for in-transits**
 - Create list of all STARFIARS in-transits
 - Check STARFIARS in-transit list with SARSS-1 in-transit by DOCNO to determine if transaction is open or closed
 - If closed (in-active) in SARSS-1, OPLOC should post a ZK4 and ZF1 (or ZK1) to charge the customer and close the STARFIARS record
 - If open but dues-in is equal to 0, then question the installations as to why the record is open
- **Installation, OPLOC and DFAS-IN conduct mock conversions from STARFIARS-Current to STARFIARS-MOD**

Conversion Notes (cont.)

- **Ensure the same procedures are used for pulling the files throughout conversion**
 - Conduct two practice run of conversion programs, 45 days out and 20 days out
 - The error reports are very useful
- **Ensure prior to pulling files for conversion that the reorganization process is run on the SARSS-1 boxes**
 - Ensure that there are no invalid characters past the normal file positions of the records
 - Numerous reorganization are sometime required to remove invalid characters
- **After the Closed Cycles files are drawn from SARSS, all future SARSS transactions must flow through Middleware**
- **Monitor ISB batch errors closely. Requires daily update and explanation by OPLOC. Helps identify trends, table problems and possible systemic problems.**

Summary

- **Pre and post conversion process**
- **Closing the General Ledger in STARFIARS and Moving to an ISB**
- **Critical timelines, IAW implementation plan**
- **Reconciliations**
- **DoDAAC**
- **Practice**
- **Communicate**